



## STATE DEPARTMENT OF EDUCATION

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TOM LUNA  
STATE SUPERINTENDENT  
PUBLIC INSTRUCTION

**December 1, 2014**

### **Memo**

#### **Important Update To 2014 Participation Rate Appeals**

The deadline to submit appeals for the 2014 Participation Rate is this Friday, December 5, 2014. Please make sure your appeals and supporting documentation are submitted by 5:00 pm MST. Appeals submitted after 5:00 pm MST will not be considered.

We encourage all schools to review their participation rates, even if previously reviewed, as recent updates to the data may have changed preliminary results. Changes that may have updated participation rates include ISEE revisions and approved/denied appeals, as well as improvements to the calculation in the application identified in the first few days of the release of the appeals data.

Several schools and districts have called requesting permission to submit appeals for students that were exited between April 26 and May 16<sup>th</sup>. In these cases, schools indicated students were scheduled to be tested after they had withdrawn and the district/school could not foresee the students' withdraw from school. We understand the selection of a single date for inclusion in the participation rate calculation may impact schools negatively - so we will now consider these appeals when submitted as *Extenuating Circumstances*. Please include a copy of the school test schedule and the students' enrollment and exit dates as supporting documentation.

If you have questions or need assistance, please call Stephanie Lee, [slee@sde.idaho.gov](mailto:slee@sde.idaho.gov), or Karlynn Laraway, [klaraway@sde.idaho.gov](mailto:klaraway@sde.idaho.gov).